

## Did you include:

1. **Who will conduct the monitoring procedures?** How did you describe the person--by name or by position? You should use position rather than name. Also did you include "or designee"? What happens if the person assigned to monitor is not available for some reason? Make sure you have the ability to use a trained backup person.
2. **What will you be monitoring?** For example, will you be monitoring water temperature or carcass temperature? Is this a direct measurement of the critical limit or an indirect measurement?
3. **How will you conducting the monitoring procedure?** The description should be specific enough that someone not familiar with the procedure could read it and be able to correctly conduct the procedure, but not so detailed that small differences in the procedure that would give the same results would cause an inspector to give an NR due to a procedure not being follow correctly.
4. **When will the monitoring procedure be conducted?** Continuous monitoring is best, but not always practical. So when you can't monitor continuously you need to make sure you monitor often enough to obtain a measurement for each lot/batch produced. You need to define what constitutes a lot or batch in your process. Once again be sure to provide some leeway in when designing noncontinuous monitoring procedures. You can use terms like approximately or within X minutes, etc. Or you can designate that you will monitor a specific number of times during the production of one lot of product.